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ABSTRACT

This bulletin outlines the reading and mathematics improvement goals for the Washington public schools. In 1998, the Washington legislature required that school districts establish 3-year reading improvement performance goals for elementary schools to be achieved at the end of the 2000-01 school year. Additional improvement goals were adopted by the Legislature in 1999 for mathematics in elementary and middle/junior high schools. The Academic Achievement and Accountability Commission adopted a rule in the spring of 2001 that requires school boards to establish reading and mathematics goals for elementary, middle/junior high, and high schools. Enclosed in this bulletin are: a summary of reading and mathematics improvement goals; modifications made in spring 2001; a form to calculate minimum goals; goal setting requirements (WAC 3-20-100); reporting and planning requirements (RCW 28A.655.100); and questions and answers. The following types of 2004 Reading and Mathematics Goals School District Reporting Forms are also included: School District Goals; School Goals; and Request Form for a Waiver to Adopt a Lower School Goal. (PM)

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June 18, 2001

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BULLETIN NO. 56-01 LEARNING AND TEACHING SUPPORT

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TO: Educational Service District Superintendents
Chief School District Administrators
Elementary School Principals
Middle School Principals
High School Principals
District Curriculum/Assessment Directors

FROM: Dr. Terry Bergeson, State Superintendent of Public Instruction

RE: Reading and Mathematics Improvement Goals

In 1998, the Legislature required that school districts establish three-year reading improvement performance goals for elementary schools to be achieved at the end of the 2000-01 school year as measured by the spring 2001 WASL results.

Additional improvement goals were adopted by the Legislature in 1999 for mathematics in elementary and middle/junior high schools. The Legislature also delegated authority to the Academic Achievement and Accountability Commission to establish other goals and to modify the goals that had been established.

Consistent with this authority, the Academic Achievement and Accountability Commission adopted a rule this spring that requires school boards to establish reading and mathematics goals for elementary, middle/junior high, and high schools by December 15, 2001. School districts and schools are to use their 4th grade, 7th grade and 10th grade spring 2001 WASL scores as their baselines, and establish goals for the end of the 2003-04 school year. The calculation for computing the minimum improvement required remains the same (i.e., a 25% reduction in students NOT meeting the standard).

In addition to establishing new goals, the commission's rule modifies the allowable baseline years for the elementary and middle/junior high mathematics goal requirements. The prior requirement allowed school boards to choose from a number of years when they selected a baseline. The new rule requires that the spring 2001 WASL scores be used. Also, there is a minimum improvement level for individual schools, with waivers available.

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Current law requires school districts to report annually and hold a public meeting on district and school plans to achieve the goals. Thus, schools and districts need to have plans to improve reading and mathematics curriculum and instruction. These plans should be developed in the context of a comprehensive school improvement planning process.

For your information, enclosed are: 1) a summary of the goal setting and planning requirements; 2) a form to calculate the goals; 3) the legal requirements for establishing the goals and notifying parents/community of the goals, plans to reach the goals, and progress in meeting the goals; and 4) a list of common questions with answers.

The Office of Superintendent of Public Instruction is providing a number of opportunities and tools designed to assist school districts in setting their goals and in developing plans to improve reading and mathematics achievement. The OSPI/AWSP Summer Institutes are such an opportunity. If you have not already identified a team for the summer institutes, I encourage you to do so. The institutes will provide you and your team with the time and resources to initiate plans for your mathematics and reading goals as part of an overall school improvement planning process.

In addition to facilitated team planning, teams at the institute will have an opportunity to access the online School Improvement Plan (SIP) tool and to set the stage for identifying key strategies and research-based practices. It is our intent to assist your comprehensive school improvement planning efforts though a combination of the SIP tool and process, information from breakout sessions, and team planning time.

The Summer Institutes are scheduled as follows:

- Spokane	June 20 - 22 (full)
- Yakima	June 28 - 30
- Tumwater	July 25 - 27
- Shoreline	August 2 - 4
- Puyallup	August 6 - 8

Individuals and teams may obtain a registration form for the institutes on the Internet at www.k12.wa.us. Space is available except for the Spokane institute.

In addition, on July 13 the OSPI Internet website (www.k12.wa.us) will have additional information, tools, and resources to assist schools and districts in improving reading and mathematics achievement. In September, the website will include the baseline and the minimum 2004 goal for each school and school district and a form for submitting the goals established by the school board to OSPI. It also will include an online School Improvement Planning tool that will assist schools in developing plans to improve

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reading and mathematics achievement in the context of a comprehensive school improvement planning process.

If you have further questions, please call (360) 586-2278.

LEARNING AND TEACHING

Terry Bergeson
Superintendent of Public Instruction

Mary Alice Heuschel
Deputy Superintendent for Learning and Teaching

June 18, 2001

Reading and Mathematics Improvement Goals

Summary

- School Boards must **establish goals** for the district and schools by December 15, 2001.

- The three-year goals are to be in **reading and mathematics** for **elementary, middle/junior high, and high schools.**

- The **baselines** must be the percent meeting standards on the 4th, 7th, and 10th grade WASL for **spring 2001**.

- The **goals** are to be achieved by the end of the 2003-2004 school year as measured by the **spring 2004 WASL results**.

- The **percentage increase** in students meeting the reading and mathematics standards may not be less than the district or school's total percentage of students **who did not meet the standard in 2001 multiplied by 25%** (see enclosed goal calculation form). In exceptional cases, individual schools may get a waiver from OSPI of this 25% goal requirement. Criteria for granting these waivers will be on the OSPI website August 1, 2001.

- School districts are to:

1) **Report annually** and **hold a public meeting** on:
   .. the district and school performance improvement **goals**;
   .. student **performance** relative to the goals; and
   .. district and school **plans to achieve the goals**.

2) Report annually to the local **media** the district's progress toward meeting the district and school goals; and

3) Include the goals, student performance relative to the goals, and a summary of school plans to achieve the goals in each school's **Annual School Performance Report**.

- Schools and districts in which **ten or fewer students** are eligible to be assessed are not required to set goals, but are required to report to parents and the community their plans to improve student achievement.

June 18, 2001

Reading and Mathematics Improvement Goals

Modifications made in Spring 2001

	Prior Requirements	New Requirements (WAC 3-20-100 and RCW 28A.655.100)
Due date for School Boards to set Goals	December 15, 2001	Same
Goal requirements **- Mathematics** **- Reading**	4th and 7th grades 4th grade goal for 2001	4th, 7th, and 10th grades 4th, 7th, and 10th grades
Goal year	2003-04 school year	Same
Baselines	Could choose from multiple years	Spring 2001
Minimum improvement	25% reduction in students NOT meeting standard	Same
School goals	Individual school goal could be less than 25%	Individual school goal may be less than 25%, but OSPI waiver required. However, for state accountability purposes, the minimum improvement goal will be used for schools even if the district selects a higher goal or unless a waiver is granted
Reports to parents, community, and media	Annual reports and public meeting required	Same
Districts/schools plans	Districts and schools required to have and annually report on plans to improve achievement	Same
Small districts/schools	Schools/districts with 10 or fewer students assessed are not required to set numerical goals, but must report plans to improve achievement	Same

June 18, 2001

Reading and Mathematics Improvement Goals

How to Calculate Minimum Goals

Use your WASL district or school report from 2001 or go to the OSPI website (www.k12.wa.us) and use the "Education Profile" tool. In addition, after September 16, 2001, minimum school and district goals will be included on OSPI website.

Fill in the numbers below separately for reading and mathematics:

Step #1

____% at Level 3
\+ ____% at Level 4

____% Meeting or exceeding the standard.

Step #2

100 %
\- ____ % Meeting or exceeding the standard ***(Answer in Step #1)***

____ % NOT meeting or exceeding the standard

Step #3

____ % Not meeting or exceeding the standard ***(Answer in Step #2)***
x .25

____ % Increase needed to meet goal.
(The minimum goal for your school/district is to increase the percent meeting the standard by at least this amount by Spring 2004)

Step #4

____ % Meeting or exceeding the standard ***(Answer in Step #1)***
\+ ____ % Increase needed to meet goal ***(Answer to Step #3)***

____ % Minimum 2004 Performance Improvement Goal

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As of: June 18, 2001

Reading and Mathematics Improvement Goals

Goal Setting Requirements

(WAC 3-20-100)

(1) Each school district board of directors shall:

(a) By December 15, 2001, establish three-year district-wide goals to increase the percentage of students who meet or exceed the standard on the Washington assessment of student learning for elementary school reading, elementary school mathematics, middle or junior high school reading, middle or junior high school mathematics, high school reading and high school mathematics. The baseline for all the performance improvement goals required under this section shall be the results obtained on the Washington assessment of student learning administered in the spring of 2001. The three-year percentage increase goals shall not be less than the district's total percentage of students who did not meet the baseline standard for the relevant subject and grade level multiplied by twenty-five percent (25%); and

(b) Direct each school in the district that administers the Washington assessment of student learning for grade four, seven, or ten to establish three-year goals relating to the percentage of students meeting the standard for its fourth, seventh or tenth grade students in reading and mathematics, subject to approval by the board. The aggregate of the school-level goals for any given subject and grade must meet or exceed the district-wide goals established by the board for that given subject and grade. Each school level goal shall not be less than the school's total percentage of students who did not meet the baseline standard for the relevant subject and grade level multiplied by twenty-five percent (25%), unless the office of the superintendent of public instruction grants a waiver.

(2) Schools and school districts that meet or exceed the level of performance stipulated under the three-year goal on the assessment administered in the spring of 2002 or 2003 may be considered to have exceeded the goal and may be recognized for having exceeded the goal early, but ultimately shall not be deemed to have met the three-year goal unless the school or school district also meets the goal on the assessment administered in the spring of 2004.

(3) Schools and school districts in which ten or fewer students are eligible to be assessed in a grade level on the 2001 Washington assessment of student learning are not required to establish numerical improvement goals. Schools and school districts in which ten or fewer students are eligible to be assessed in a grade level on the assessment in 2002 or in a subsequent year are not required to establish performance relative to the goals.

(4) For state level accountability purposes:

(a) a school district shall be deemed to have met the performance improvement goals established pursuant to this chapter if the district achieves the minimum improvement level required under section 1(a) of this chapter, even if the district does not achieve the performance improvement goals adopted by its board of directors; and

(b) a school shall be deemed to have met the performance improvement goals established pursuant to this chapter if the school achieves the minimum improvement level required under section 1(b) of this chapter, even if the school does not achieve the performance improvement goals adopted by its board of directors.

Reporting and Planning Requirements

(RCW 28A.655.100)

Each school district board of directors shall:

(1) (a) Annually report to parents and to the community in a public meeting and annually report in writing the following information:

(i) District-wide and school-level performance improvement goals;
(ii) Student performance relative to the goals; and
(iii) District-wide and school-level plans to achieve the goals, including curriculum and instruction, parental or guardian involvement, and resources available to parents and guardians to help students meet the state standards;

(b) Report annually in a news release to the local media the district's progress toward meeting the district-wide and school-level goals; and

(c) Include the school-level goals, student performance relative to the goals, and a summary of school-level plans to achieve the goals in each school's annual school performance report under RCW 28A.655.110.

(2) School districts in which ten or fewer students in the district or in a school in the district are eligible to be assessed in a grade level are not required to report numerical improvement goals and performance relative to the goals, but are required to report to parents and the community their plans to improve student achievement. [1999 c 388 § 302.]

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Reading and Mathematics Improvement Goals

Questions and Answers

I. Setting the Goals

A. What must be completed by December 15, 2001?

By December 15, 2001, school boards are to:

- Establish **district** 4th, 7th, and 10th grade reading and mathematics performance improvement goals to be met by the end of the 2003-2004 school year; and

- Establish **school** reading and mathematics performance improvement goals for all schools that have 4th, 7th, and 10th grades to be met by the end of the 2003-2004 school year.

B. We heard that 2001 must be used as a baseline? Is that a change?

Yes, it is a change. In earlier requirements for 4th and 7th mathematics goals, schools and districts could select a baseline from a number of years (e.g., 1998, 1999, 2000). To ensure consistency, all schools/districts are to use their 2001 WASL results as their baseline.

C. What is the minimum improvement goal? How is it to be calculated?

The amount of improvement from spring 2001 to spring 2004 must be greater than the district's or school's percentage of students who did NOT meet the WASL reading and mathematics standards in 2001 multiplied by 25 percent. The minimum performance improvement goal for 2004 must equal or exceed this percentage plus the total who DID meet the standard in 2001. Please refer to "How to Calculate the Minimum Goals" for a step-by-step process for calculating goals.

Waivers of the minimum goal for individual schools may be obtained from OSPI.

D. What if we have an elementary school, middle/ junior high, or high school that does not include a 4th, 7th, or 10th grade?

Schools without a 4th, 7th, or 10th grade do not need to set reading and mathematics goals. However, they must report to parents and the community their plans to improve student achievement in reading and mathematics.

E. If we have 10 or fewer students who are eligible to be assessed at a grade level, must we establish accountability goals and report progress?

Schools and districts that have 10 or fewer students eligible to be assessed at a grade level are not required to establish numerical improvement goals and report progress, but are required to report to parents and the community their plans to improve student achievement.

F. Are districts and schools required to adopt policies on the reading and mathematics goals?

The rule states that school district boards of directors need to adopt district and building reading and mathematics goals, but it does not require boards to adopt a formal policy. For purposes of adopting the goals, a board-approved resolution or action item would suffice.

G. What format should districts and schools use to report the accountability goals to OSPI?

A report form will be available on the OSPI website (www.k12.wa.us) by September 15, 2001, and must be received at OSPI by January 15, 2002.

H. How do we apply for a waiver of the 25% goal for an individual school?

The report form on the OSPI website will include the process for obtaining a waiver.

I. What happens if a school or district meets the minimum reading and mathematics goals? What happens if it does not?

Schools and districts that meet the minimum reading and math goals will be recognized by the Governor, Superintendent of Public Instruction, and Academic Achievement and Accountability Commission. At this point in time, the type of recognition is being discussed by the commission.

The Academic Achievement and Accountability Commission is currently using the results of the 2001 4th grade reading improvement goal as one of the criteria to be used when determining which schools receive "focused assistance," and will likely use the results of the 2004 goals in a similar manner.

J. If a district meets its minimum improvement goals in the first or second year, does that mean it has met its goals?

No. The ultimate statewide checkpoint is whether or not the minimum goals have been achieved at the end of the 2003-2004 school year.

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K. What if a district sets goals higher than the minimum?

Districts are encouraged to set higher goals than the 25% minimum. However, for statewide accountability purposes, the 25% minimum goal will be used so that districts will not be penalized for setting higher goals.

II. Plans to Achieve the Goals

A. Are district and school reading and mathematics plans required? What must be included in them?

Yes. Schools and the district must have plans to improve reading and mathematics achievement. These plans should not be developed separately, but should be developed as part of a comprehensive school improvement planning process. At a minimum, the plans must include:

- how the school/district will align curriculum and instruction with the EALRs in reading and mathematics;
- how the school/district will involve parents and guardians; and
- resources available to parents/guardians to help students meet the reading and mathematics standards.

In September, the OSPI website will include an online tool designed to assist schools in the development of comprehensive school improvement plans.

B. What assistance will OSPI and other education organizations provide to school districts to help us develop reading and mathematics plans?

There will be multiple opportunities for schools and districts to obtain assistance in developing plans to improve mathematics and reading achievement. Examples include:

- OSPI/AWSP Summer Institutes (Summer 2001)
- Regional assistance workshops (Fall 2001)
- Washington Educational Research Association Conference (December 2001 & March 2002)
- OSPI Winter Conference in Spokane (January 2002)

In addition, Educational Service Districts staff are available to provide assistance. Please refer to the OSPI website after July 13, 2001, for additional details and resources.

C. Are districts required to submit their plans to improve reading and mathematics to OSPI?

No. Your plans to improve reading and mathematics instruction are not required to be submitted to OSPI. However, school districts are encouraged to put their plans on their school or school district's website, and may be required by the Legislature to do so if accountability legislation is passed in 2001.

D. When are the plans to be completed?

There is no required completion date for the improvement plans. However, the sooner the plans are developed and implemented, the sooner you likely will see students benefit from the planning efforts. In addition, the reporting requirements implies that the plans are completed no later than the end of the 2001-02 school year.

III. Notification of Parents

A. At a minimum, what parent/community notification is required?

School districts must annually report to parents and to the community in a public meeting and report in writing the following information:

(i) District-wide and school-level performance improvement goals;
(ii) Student performance relative to the goals; and
(iii) District-wide and school-level plans to achieve the goals, including curriculum and instruction, parental or guardian involvement, and resources available to parents and guardians to help students meet the state standards.

Also, annual school performance reports under RCW 28A.655.110 must include the school-level goals, student performance relative to the goals, and a summary of school-level plans to achieve the goals.

IV. Notification of the Media

A. What should districts send to the media?

Districts are required to report annually in a news release to the local media the district's progress toward meeting the district and school improvement goals.

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OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION
Old Capitol Building, PO BOX 47200
Olympia, WA 98504-7200
(360) 725-6350 TTY (360) 664-3631

2004 READING AND MATHEMATICS GOALS
SCHOOL DISTRICT REPORTING FORM

School District #:
School District Contact:
E-mail Address:

School District Name:
Telephone #:

Background Information:

- School Boards are required to adopt school district and school goals by December 15, 2001;
- Goals are to be set in Reading and Mathematics for 4th, 7th, and 10th grades;
- Districts goals must equal or exceed the state minimum "25% reduction" formula using the 2001 WASL results as a baseline. Calculations for each school district and school are available on the Web at www.k12.wa.us.
- Goals for individual schools may be lower if the school district obtains a waiver from OSPI (See attached Waiver Request Form);
- Goals adopted by the School Board must be reported on this form to OSPI by January 15, 2001; and
- More information concerning the goals, including answers to common questions, may be obtained on the Web at www.k12.wa.us.

School District Goals:

☐ **Our School Board decided to use the state formula (25% reduction) for establishing our District Goals.** (If you checked this box, you are NOT required to complete the School District Goal Table)

☐ **Our School Board decided to establish higher goals for our district.** (If you checked this box, please complete and include the School District Goal Table)

School Goals:

☐ **Our School Board decided to use the state formula (25% reduction) for establishing the goals for our schools.** (If you checked this box, you are not required to complete the School Goal Tables)

☐ **Our School Board decided to establish higher goals for one or more of our schools.** (If you checked this box, please complete and include the School Goal Tables)

☐ **Our School Board decided to establish lower goals for one or more of our schools.** (If you checked this box, please complete and include the School Goal Tables and the Waiver Request Form)

Please mail this form by January 15, 2002, to: Razak Garoui, OSPI, P.O. Box 47200, Olympia, WA 98504, or download a Word or pdf version of the form from www.k12.wa.us and e-mail it to: rgaroui@ospi.wednet.edu. Thank you!

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2004 Reading and Mathematics Goals

School District Reporting Form

School District Goals

School District Name:
School District Contact:

Our School Board decided to establish higher goals for our district as shown in the table below:

	Reading			Mathematics		
	2001 Baseline	Goal using the State Formula	**Goal Adopted by the School Board**	2001 Baseline	Goal using the State Formula	**Goal Adopted by the School Board**
4th Grade (Early Years)						
7th Grade (Middle Years)						
10th Grade (Upper Grades)						

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2004 Reading and Mathematics Goals

School District Reporting Form

School Goals

School District Name:
School District Contact:

Our School Board decided to establish higher or lower goals for one or more of our schools. For schools in which lower goals were adopted, a Wavier Request Form is included.

	Reading			Mathematics			
School	2001 Baseline	Goal using the State Formula	**Goal Adopted by the School Board**	2001 Baseline	Goal using the State Formula	**Goal Adopted by the School Board**	**If lower, waiver request included? (yes/no)**

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2004 Reading and Mathematics Goals

School District Reporting Form

Request Form
for a Waiver to Adopt a Lower School Goal

School District #:
School District Contact:
E-mail Address:

School District Name:
Telephone #:

Our School Board would like to request that a goal be established for the following school(s) that is less than the state "25% reduction" formula. (Please list schools)

Our rationale for requesting a lower goal is as follows:

Please mail this form by January 15, 2002, to: Razak Garoui , OSPI, P.O. Box 47200, Olympia, WA 98504, or download a Word or pdf version of the form from www.k12.wa.us and e-mail it to : rgaroui@ospi.wednet.edu.

If you have questions, please contact Gayle Pauley at (360) 725-6100 or via e-mail: gpauley@ospi.wednet.edu.

EXEC 126 (10/01)

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